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PRINTING AND PHOTOGRAPHY DIVISION
WEEKLY REPORT FOR PERIOD ENDING
08 November - 14 November 1984

I. Items or Events of Major Interest that have Occurred During the Preceding Week

A. ADP Activities:

1. MIS: Applications programming work is continuing on the Budget Module for the Office of Logistics, Printing and Photography Division (OL/P&PD) Management Information System (MIS). We anticipate completion of the Budget Module by the end of November.

2. Release 4: The production segment of the Main Printing Plant Atex Configuration System was converted to the Release 4 hardware/software this past weekend (10-12 November). All hardware is connected to the new System with the exception of the Camex forms terminal. The Camex equipment will stay on the Release 3 system until a communications interface with the Release 4 system is completed by the vendor.

B. Copier Management Activities:

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1. Messrs. [redacted] met with [redacted] Chief, Physical Security Division and [redacted] Chief, Engineering and Planning Branch, Technical Security Division, on 9 November to discuss the feasibility of developing a technique or system to prevent or detect the unauthorized reproduction or removal of a select class of Agency-originated documents. [redacted]

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2. The capability of the Copier Management Program to place copiers quickly for Agency components is temporarily hampered by the lack of availability of copiers from several major vendors at this time, and ongoing investigations into vendor foreign ownership, control and/or influence. The Agency is currently suspending placements by some vendors until the written responses to this Agency's inquiry requiring information on foreign involvement are completed by vendors and returned. Procurement Division will notify the Copier Management Program when each vendor is cleared or rejected for business with this Agency.

C. Safety:

The GSA Assistant Building Manager called the P&PD Safety Officer on 8 November to inquire about the last time P&PD had a fire alarm test and evacuation drill. The answer is 18 July 1984. Seems that GSA is under orders to test the alarm system throughout the Headquarters compound, and since P&PD was done fairly recently, GSA requested a waiver from us. After discussion with Division management, GSA was asked to include P&PD, but to let us know ahead of time so that the building will not be evacuated. Due to the construction activity surrounding the Main Printing Plant (MPP), unnecessary evacuation poses a safety potential, particularly in using the loading dock and snack bar exits. Branch managers should remind all employees of the situation and be alert to other evacuation alternatives.

II. Significant Events Anticipated During the Coming Week

None

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